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☐ INTERNAL  
USE ONLY

☐ CONFIDENTIAL

☒ SECRET

Approved For Release 2000/08/04 : CIA-RDP79-00639A000100050015-2

# ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM: Office of SSA-DD/S  
Room 2127  
I Building

NO.

DATE 16 May 1961

TO: (Officer designation, room number, and building)

DATE

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Chief, WE/Support  
1107, J

16 MAY  
16 1961

16

May

BLO

TO ADDRESSEES 1 and 7:

Request coordination of the  
attached [REDACTED]  
and the Field and Headquarters  
Distribution Lists and return to  
this office by Friday, 19 May 1961.

25X1A9a



7. Chief, NE/Support  
1125, I

17 MAY  
1961

DET

WJ

SSA-DD/S 2127, I

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25X1A

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1. Chief, EE/Support  
2028, K

16 MAY 1961

*[Handwritten initials]*

TO ADDRESSEES 1 and 7:

Request coordination of the attached [redacted] and the Field and Headquarters Distribution Lists and return to this office by Friday, 19 May 1961.

25X1A

25X1A9a

[redacted]

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7. Chief, AF/Support  
2115, I

*[Handwritten initials]*

14. SSA-DD/S 2127, I

*[Handwritten initials]*

SUBJECT: (Optional)

FROM: Office of SSA-DD/S  
Room 2127  
I Building

NO.  
  
DATE  
16 MAY 1961

TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		
1. Chief, FE/Support 2028 J		17 May	YTH	TO ADRESSEES 1 and 7:  Request coordination of the attached [redacted] and the Field and Headquarters Distribution Lists and return to this office by Friday, 19 May 1961.  25X1A9a [redacted]
2.				
3.				
4.				
5.				
6.				
7. Chief, SR/Support 2703 J		5/18	5/18 JNB	
8.				CONFIDENTIAL
9.				
10.				
11.				
12.				
13.				
14. SSA-DD/S 2127, I		18 May	61	
15.				

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FROM: Office of SSA-DD/S  
Room 2127  
I Building

NO.

DATE 16 May 1961

TO: (Officer designation, room number, and building)

DATE

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Chief, WH/Support  
1405, Barton

17 MAY 1961

*[Signature]*

Request coordination of the attached [redacted] and the Field and Headquarters Distribution Lists and return to this office by Friday, 19 May 1961.

25X1A

25X1A9a



4. SSA-DD/S 2127, I

17 May 61

<b>DISPATCH</b>		CLASSIFICATION <del>SECRET</del>	DISPATCH SYMBOL AND NO. [REDACTED]	25X1A
TO All Chiefs of Station and Base INFO		HEADQUARTERS FILE NO.		
FROM Chief, [REDACTED] 25X1A2d1		DATE		
SUBJECT General: Junior Officer Training Program (JOTP) Specific: Initiation of Efforts in the Field to Identify Potential Candidates for the JOTP		RE: "43-3" — (CHECK "X" ONE)		
ACTION REQUIRED As requested in paragraph 2.		<input checked="" type="checkbox"/> MARKED FOR INDEXING <input checked="" type="checkbox"/> NO INDEXING REQUIRED <input type="checkbox"/> INDEXING CAN BE JUDGED BY QUALIFIED HQ. DESK ONLY		
REFERENCE(S)				
<p>1. As you know, the Junior Officer Training Program is now the primary means of filling junior professional positions in most areas of the Organization (with certain exceptions in technical and specialized activities). Most trainees are brought into the program at grade GS-07, a few at GS-08, and occasionally at GS-09. For your information, a list of some of the criteria used in selecting candidates is attached. Expansion of the JOTP has extended the Organization's interest to a consideration of candidates of almost any basic interest and academic preparation. An examination of potential sources of recruitment suggests that unusually well qualified individuals may be found among our citizens overseas enrolled as students in foreign universities, fulfilling military obligations, or engaged in research activities, et cetera.</p> <p>2. From time to time, field stations have made referrals of likely candidates for employment in professional and clerical capacities. It has been suggested that the field stations may be in a position to spot individuals who appear to possess qualifications for the JOTP. It is not intended that extensive canvasses be undertaken of our communities abroad, but it is possible that in the normal course of social and official contacts, field personnel may become aware of likely prospects for the program. Since the program is highly competitive, ultimate selection of all candidates is contingent on testing and interviews at Headquarters. It would suffice, therefore, to obtain the name, date of birth, name of employer or branch of military service, local and permanent address, estimated date of return and where possible, any statement of the individual's qualifications, and forward this information to Headquarters for follow-up contacts.</p> <p>3. Spotting alone will not permit evaluation of the individual's qualifications. However, it is best that the individual not be aware of our interest until we wish to confirm it and that we avoid implied commitments of employment or violations of the agreement not to recruit active members of the Peace Corps, Fulbright scholars or others of this category. Although the limited potential of the field sources is recognized, we hope that, through your efforts, we can recruit a few unusually mature and well qualified Junior Officer Trainees.</p>				
[REDACTED] 25X1A2e				
Attachment: List of Selection Criteria				
NOTE: This Dispatch may be destroyed after reading.				
FORM 10-57 53 (40)	USE PREVIOUS EDITION. REPLACES FORMS 51-28, 51-28A AND 51-29 WHICH ARE OBSOLETE.	CLASSIFICATION <del>SECRET</del>	PAGE NO.	<input type="checkbox"/> CONTINUED Approved For Release 2000/08/04 : CIA-RDP79-00639A000100050015-2

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Spotting alone will not permit evaluation of the individual's qualifications.

However, the individual should not be aware of our interest until we wish to confirm it ~~in order that~~ <sup>we</sup> avoid implied commitments of employment. Further, we must ~~insure~~ <sup>observe</sup> observance of the unqualified prohibition on our recruitment of members of the Peace Corps, <sup>and</sup> Fulbright scholars, and others of this category while actively ~~engaged~~ <sup>we recognize</sup> in the program. Although ~~that~~ the limited potential of the field sources <sup>has</sup> is recognized, ~~we~~ hope that, through your efforts, ~~we~~ can recruit a few unusually mature and well qualified Junior Officer Trainees.   
can be recruited.

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

DDP/Publications

NO.

DATE

1 June 1961

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. SSA/DDS 2129 I  
Attn: Mr. [REDACTED]

Chief, OPSER has asked me to return the attached dispatch to you with notes to the following effect:

a. He believes the distribution indicated is excessive.

b. He believes that the portion of the second sentence of paragraph 3 which concerns the agreement not to recruit members of the Peace Corps, etc., should be restated as we discussed.

25X1A9a

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<b>DISPATCH</b> <div style="text-align: center;"><del>CONFIDENTIAL</del> <del>SECRET</del></div>		DISPATCH SYMBOL AND NO.	25X1A
		HEADQUARTERS FILE NO.	
TO	All Chiefs of Station and Base		DATE
INFO			
FROM	Chief, [REDACTED] 25X1A2d1		RE: "43-3" — (CHECK "X" ONE)
SUBJECT	<b>General:</b> Junior Officer Training Program (JOTP) <b>Specific:</b> Initiation of Efforts in the Field to Identify Potential Candidates for the JOTP		MARKED FOR INDEXING
			NO INDEXING REQUIRED
ACTION REQUIRED	As requested in paragraph 2.		INDEXING CAN BE JUDGED BY QUALIFIED HQ. DESK ONLY
REFERENCE(S)			
<p style="text-align: right;">NEW</p> <p>1. As you know, the Junior Officer Training Program is not the primary means of filling junior professional positions in most areas of the Organization (with certain exceptions in technical and specialized activities). Most trainees are brought into the program at grade GS-07, a few at GS-08, and occasionally at GS-09. For your information, a list of some of the criteria used in selecting candidates is attached. Expansion of the JOTP has extended the Organization's interest to a consideration of candidates of almost any basic interest and academic preparation. An examination of potential sources of recruitment suggests that unusually well qualified individuals may be found among our citizens overseas enrolled as students in foreign universities, fulfilling military obligations, or engaged in research activities, et cetera.</p> <p>2. From time to time, field stations have made referrals of likely candidates for employment in professional and clerical capacities. It has been suggested that the field stations may be in a position to spot individuals who appear to possess qualifications for the JOTP. It is not intended that extensive canvasses be undertaken of our communities abroad, but it is possible that in the normal course of social and official contacts, field personnel may become aware of likely prospects for the program. Since the program is highly competitive, ultimate selection of all candidates is contingent on testing and interviews at Headquarters. It would suffice, therefore, to obtain the name, date of birth, name of employer or branch of military service, local and permanent address, estimated date of return and where possible, any statement of the individual's qualifications, and forward this information to Headquarters for follow-up contacts.</p> <p>3. Spotting alone will not permit evaluation of the individual's qualifications. However, it is best that the individual not be aware of our interest until we wish to confirm it and that we avoid implied commitments of employment or violations of the agreement not to recruit active members of the Peace Corps, Fulbright scholars or others of this category. Although the limited potential of the field sources is recognized, we hope that, through your efforts, we can recruit a few unusually mature and well qualified Junior Officer Trainees.</p>			
		[REDACTED]	25X1A2e
Attachment: List of Selection Criteria			
NOTE: This Dispatch may be destroyed after reading.			
FORM 10-57 (40)	USE PREVIOUS EDITION. REPLACES FORMS 51-28, 51-28A AND 51-29	CLASSIFICATION <del>CONFIDENTIAL</del> <del>SECRET</del>	PAGE NO.
53		<input type="checkbox"/> CONTINUED	
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